

VILLAGE OF SISTER BAY BOARD OF TRUSTEES MEETING MINUTES
THURSDAY, NOVEMBER 3, 2016
SISTER BAY-LIBERTY GROVE FIRE STATION - 2258 MILL ROAD

The November 3, 2016 meeting of the Village of Sister Bay Board of Trustees was called to order by Village President Dave Lienau at 6:00 P.M.

Present: President Lienau and Trustees Scott Baker, Denise Bhirdo, Nate Bell, John Clove, Pat Duffy, and Kathy Enquist.

Staff Members: Village Administrator Zeke Jackson, Finance Director Tasha Rass, Utilities Director Mike Schell, Jared Schmidt of Robert E. Lee & Associates, and Assistant Administrator Janal Suppanz.

Others: Laddie Chapman, Ava Jackson, Judith Ross-Stevenson, Chris Schmeltz, Lon Emanuelson, Lars Johnson, Jared Schmidt, Penny Anschutz, Jill Hanley, Chad Kodanko, Jackson Parr, Chris Janisse, Cory Diltz, Britt and Sarah Unkefer, Greg Casperson, Matt Peterson, Michael Daubner, and Jody and Patsy Wuollette.

Approval of the Agenda as published:

A motion was made by Bhirdo, seconded by Duffy that the Agenda for the November 3, 2016 meeting of the Village of Sister Bay Board of Trustees be approved as presented. Motion carried – All ayes.

Approval of the minutes for the October 4, 2016 meeting of the Village Board:

Bhirdo noted that she believes the sentence which begins on Line 41 – Page 1 of the October 4, 2016 Village Board Meeting Minutes should read, “Bhirdo noted that Charlie Henriksen asked her if the WPS light poles which are along South Bay Shore Drive could be equipped with banner arms.”

The Board members also pointed out several grammatical and typographic errors, and Suppanz took note of all of them.

A motion was made by Baker, seconded by Bell that the minutes for the October 4, 2016 meeting of the Village Board be approved as corrected. Motion carried – All ayes.

Comments and correspondence:

Lienau asked if anyone wished to comment regarding a non-agenda item. No one responded. He then noted that the following correspondence had been received, and requested that Jackson read all of those documents aloud:

- A letter from Tim Jorgenson. (In his letter Mr. Jorgenson compliments Village officials on all the improvements which have been made downtown and thanks the Village Board members for “enhancing Door County’s endowment of beauty.”)
- The response Jackson sent to Tim Jorgenson.
- An e-mail from Paul Soper. In his e-mail Mr. Soper requests that he be removed from the Zoning Board of Appeals as he is no longer a resident of the Village.
- A letter from Sharon Doerschling in which she voices opposition to construction of a fuel dock at the Sister Bay Marina.

Item No. 11. Consider a motion to convene into executive session pursuant to Wis. Stats., §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session:

At 6:02 P.M. a motion was made by Lienau, seconded by Bhirdo that the Village Board convene into executive session pursuant to Wis. Stats., §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. A roll call vote was taken on that motion and the Board members voted in the following fashion:

*Baker – Aye; Bell – Aye; Bhirdo – Aye; Clove – Aye; Duffy – Aye;
Enquist – Aye; Lienau – Aye*

Motion carried.

Item No. 12. Consider a motion to reconvene into open session:

At 7:06 P.M. a motion was made by Lienau, seconded by Bhirdo that the Village Board reconvene into open session. Another roll call vote was taken, and the Board members voted in the following fashion:

*Baker – Aye; Bell – Aye; Bhirdo – Aye; Clove – Aye; Duffy – Aye;
Enquist – Aye; Lienau – Aye*

Motion carried.

Item No. 13. Consider a motion to take action if required:

A motion was made by Clove, seconded by Baker that Jared Schmidt of Robert E. Lee & Associates shall be instructed to solicit bids for water, sanitary sewer, and storm sewer work, as well as limited sight grading and sidewalks for Lots 2 through 8 on the Sister Bay Marketplace Property. Motion carried – All ayes.

Lienau noted that Jill Hanley and Chris Schmeltz, who have submitted Offers To Purchase for lots in Sister Bay Marketplace were present, and asked if they were amenable to having the previously mentioned work done. They both replied that they didn't have any objections to those actions being taken.

Item No. 1. Discussion on an award of contracts for Marina commercial vendor services; consider an appropriate motion for action:

A copy of an RFP which was released for commercial vendors wishing to do business out of the Sister Bay Marina as well as a draft of an applicable multi-year contract were included in the meeting packets, and the Board members jointly reviewed those documents. Proposals were received from Sister Bay Boat Rentals, Sister Bay Scenic Boat Tours, Sail Door County, Shoreline Charters Water Taxi and Beacon Marine, and the Marina Committee has recommended that all the proposals except the Shoreline Charters Water Taxi proposal be accepted. (At the October 20, 2016 meeting of the Marina Committee Jim Robinson of Shoreline Charters Water Taxi requested that his proposal be withdrawn from consideration.) Lienau noted that since there will be a change of intensity of use by Sister Bay Scenic Boat Tours this issue will have to be referred to the Plan Commission.

1 *A motion was made by Clove, seconded by Duffy that the Village Board authorizes the Village President*
2 *to execute multi-year contracts which contain all the provisions delineated in the draft document which*
3 *was included in the meeting packets with representatives of Sister Bay Boat Rentals, Sister Bay Scenic*
4 *Boat Tours, Sail Door County and Beacon Marine. Motion carried – All ayes.*
5

6 **Item No. 2. Discussion regarding parking and traffic ordinances, parking facilities, traffic**
7 **control signage/policies, and transportation and parking issues related to the movement of**
8 **persons, property and goods in and around the Village; Consider an appropriate motion**
9 **for action:**

10 Now that work has been completed on the Bay Shore Drive and Waterfront Redevelopment
11 Projects it's become apparent that traffic and congestion has increased considerably. The
12 Village has a number of tools at its disposal to address parking and transportation related
13 issues throughout the community, but some items which should be considered are the
14 provisions of the Village's Ordinances, current parking assets, existing private parking,
15 Spring Road parking, what will happen with Post Office Lane, utilization of the Dahlstrom
16 Property, utilization of the Fire Station property, utilization of the Sports Complex/Marina
17 long term parking areas, employee parking, Mill Road parking, creation of satellite lots,
18 parking policies, parking revenues, bicycle parking, creation of a restaurant/hotel shuttle,
19 utilization of Village owned parking lots, utilization of a trolley, RV, boat/trailer and large
20 vehicle parking, and dual use parking.
21

22 Lienau noted that the determination has been made that a study which identifies the required
23 parking for all businesses in the Village should be conducted. When the parking study is
24 conducted applicable Zoning Code amendments will also be considered. He anticipates that a
25 Parking Ad Hoc Committee will be created to address some of the applicable issues, and
26 asked if anyone wished to volunteer to serve on that Committee. Britt Unkefer and Chad
27 Kodanko replied affirmatively.
28

29 Jackson stated that he met with the SBAA Board of Directors this morning. They informed
30 him that they believe it would help if a gravel parking lot were to be created on a portion of
31 what is commonly referred to as the Dahlstrom Property.
32

33 Lars Johnson pointed out that people typically don't like to walk any distance to get to a
34 business, and suggested that Village officials consider tearing the Parks Maintenance Shop
35 down and utilizing that land for parking.
36

37 Chris Janisse noted that the Village is getting busier all the time, and suggested that Village
38 officials treat parking as a priority.
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40 Lon Emanuelson pointed out that employee parking has always been a problem in the
41 Village.
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43 *A motion was made by Bhirdo, seconded by Baker that a Parking Ad Hoc Committee shall be created.*
44 *That Committee shall consist of two Trustees, two business owners and one SBAA representative.*
45 *Motion carried – All ayes.*
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Item No. 7. Consider a motion to discuss and confirm President Lienau's appointments:

Lienau recommended that Denise Bhirdo, Nate Bell, Chad Kodanko, Britt Unkefer and either the SBAA Coordinator or a member of the SBAA Board of Directors be appointed to serve on the Parking Ad Hoc Committee. He also recommended that Bhirdo be appointed Chair of that Committee.

A motion was made Clove, seconded by Duffy that Denise Bhirdo, Nate Bell, Chad Kodanko, Britt Unkefer and a representative of the SBAA Board of Directors shall be appointed to the Village's Parking Ad Hoc Committee. The Chair of that Committee shall be Bhirdo. Motion carried – All ayes.

Item No. 3. Discussion regarding Marina Fest; consider an appropriate motion for action:

Clove clarified that the Marina Committee has no intention of discontinuing Marina Fest. In accord with Marina Committee's directives the Marina is willing to contribute \$10,000.00 toward expenses related to Marina Fest, 2017, Marina employees and Marina Committee members will still solicit and accept Marina Fest donations, and they will plan and organize the entire event.

Item No. 4. Discussion on the 2017 draft budget for the Village of Sister Bay; consider a motion to approve Resolution No. 342 adopting the 2017 Budget, CIP and fee schedule:

The Village budget for 2017 was presented at a public hearing which was conducted on October 4, 2016, but the Board tabled final budget discussions until tonight in order to provide all Trustees adequate opportunities to carefully review that document.

Rass noted that the budget has been examined by the various oversight committees, and pointed out the following significant budgetary items:

General Revenues and General Government, Including Parks

- Marina Fest: The Marina Committee recommended that the Marina Fund transfer \$10,000 to the General Fund to cover some of the expenses related to Marina Fest. The remainder of the expenses and all revenues are borne by the General Fund.
- Trolley Service: In an attempt to alleviate some traffic flow problems in the Village, a trolley service has been included in the 2017 Budget. Planning associated with the trolley service is in its preliminary stages. Revenues associated with the service, which are included in general revenues, are budgeted to come from sponsorships and route advertising. Expenses related to the service, which are included in the Parks Budget, are due to employee costs, marketing, leasing, fuel, insurance, and maintenance.
- Recreation Equipment and Supplies: The increase in the 2017 Budget for recreation equipment is related to the need to replace some playground equipment throughout the Village.
- Storm Drainage System: The Village's storm drainage system requires significant improvements. The \$25,000 which was budgeted in 2017 will cover some small road repairs. It is expected that increased expenditures will continue to occur in subsequent years.

1 Special Revenue Funds

2 Beginning in 2017, the Ice Rink Fund will be the only remaining special revenue fund. The
3 budgeted fund balance in 2017 is expected to be \$6,137. The Marketing and Skate Park Funds
4 are being closed as they are no longer used.

5 Debt Service

- 6 • Stony Ridge Development: In 2016, the Village entered into a Development
7 Agreement with Stony Ridge Development which states that the Village would
8 facilitate a loan to the Developer, and in turn the Village would receive interest
9 income for this service. The Debt Service Fund reflects the proceeds of this loan
10 in 2016 and 2017, the associated interest income, and the transfer of loan proceeds
11 to the TID to cover the expenditures of the development.
- 12 • Braun Property Debt: Proceeds from sales of lots on the Braun property will be
13 used for additional payments on the debt. Using the proceeds from the sales, the
14 life of the debt is shortened by five years.

15
16 Capital Improvement Fund

17 The Capital Improvement Fund is funded almost entirely by transfers from the General Fund.
18 Budgeted allocations in 2017 are:

- 19 • \$22,000 for capital expenses at the Sister Bay-Liberty Grove Fire Department;
- 20 • \$90,000 for street resurfacing and storm water work;
- 21 • \$10,000 to increase the reserve allocation for a Parks Building;
- 22 • \$25,000 to replace a Parks vehicle;
- 23 • \$7,000 to purchase a utility vehicle for the Parks Department;
- 24 • \$25,000 to increase the reserve allocation for improvements and air conditioning
25 at the Village Hall;
- 26 • \$5,000 for information technology upgrades;
- 27 • \$35,000 to complete improvements to Canterbury Lane, Maple Drive, and
28 Applewood Road; and
- 29 • \$10,000 for the sledding hill, which satisfies an over-expenditure in that item of
30 approximately \$5,000 and allows additional funds to be expended for a snow
31 machine.

32 The Parks and Finance Committee also approved the 2017 outlays of capital funds from
33 Various Parks Projects reserves for a lawn mower, a Tarzan boat, and a slide on the swim
34 dock.

35 Tax Increment District #1

36 Tax Increment is expected to increase in 2017. Although final values for increment will not be
37 available until 2017, estimated values are based on an increase in TID value of \$2,076,200,
38 which is a 4% increase over 2015.

- 39 • Braun Property: As was previously stated, proceeds from sales of lots on the
40 Braun property will be used for additional payments on the debt. There are also
41 budgeted outlays in 2017 for improvements on the Braun property, including a
42 parking lot, engineering, and utility work.

- Stony Ridge Development: As was previously stated, the TIF Budget reflects the interest income as a result of this agreement.

Marina Enterprise Fund

- Revenues: Public charges and commercial revenues were increased as a result of a rate increase approved by the Marina Committee.
- Marina PILOT: The calculation of the PILOT payment was based on the net asset value as shown in the Village's 2015 financial statements rather than the insurance replacement values which were used in previous years. The current calculation mirrors the calculation for the Water Fund.

Utility Funds

Revenues and expenses in the Utility Funds were maintained at levels similar to 2016. The following capital expenditures in the Utility Funds were budgeted for 2017:

- Replacement of the 2001 Ford F350 at a cost of \$45,000 from operating funds;
- Replacement/repair of a flow line and a manhole at Sister Bluff Estates at a cost of \$40,000 from replacement funds;
- Replacement/Repair of a flow line and a manhole at Pheasant Court at a cost of \$6,000 from replacement funds;
- Maintenance on the main lift station generator at a cost of between \$100,000 and \$400,000 from replacement funds; and,
- Replacement of the valve operating wrench at a cost of \$6,239 from operating funds.

Changes from the October 4, 2016 Presentation:

Under General Revenues, State Road Aids are expected to be \$66,713 based on information provided by the Wisconsin DOR, which is a \$23,204 increase over 2016.

State Computer Aids are expected to be \$758, which is a \$657 decrease from 2016.

Fiscal Impact:

Property tax revenues are budgeted to be \$2,267,001, which is an increase of 1.94% over 2015.

The assessed value of the Village is expected to be \$413,082,407. This is a decrease of \$11,277,694 from 2015.

The mill rate will be \$5.49 per \$1000. This is an increase of 4.72% over last year's mill rate and will equate to a property tax increase of \$.25 per \$1,000 of valuation.

Sample Home Value	Property Tax		Difference
	2016	2017	
\$100,000	\$524.04	\$548.80	\$24.76
\$200,000	\$1,048.08	\$1,097.60	\$49.52
\$300,000	\$1,572.12	\$1,646.40	\$74.28

Based on this budget, the following fund balances are estimated:

- General Fund: \$633,154 (fund balance percentage – 27.35%)
- Ice Rink: \$6,137
- Capital: \$1,165,068
- TID #1: \$90,161
- Debt Service: \$2,094

For Comparison:

Municipality	Mill Rate (per \$1000)	Tax Levy
Village of Sister Bay	\$5.49	\$2,267,001
City of Sturgeon Bay	\$8.14	\$6,877,715
City of Green Bay	\$9.02	\$56,002,954
Village of Ephraim	\$2.86	\$991,415
Village of Egg Harbor (2016)	Unknown	\$593,027

A Budget Policies Declaration was incorporated into the 2017 Budget, and the Board members jointly reviewed that document. During the review process Lienau noted that he has issues with Budget Policy 002-110316 as he believes the matters referred to in that section must be addressed by the Village Board. He suggested that Policy 002-110316 be revised in such fashion that it reads:

Budget Policy 002-110316:

“A Committee Chair may transfer up to \$5,000 within his or her Department’s budget, but if any transfers in excess of that amount are required a referral shall be made to the Village Board. Any emergency expenditures of funds in excess of \$5,000 will require the approval of the Village President and the Village Administrator, as well as notification of the Chair of the affected Committee and the Chair of the Finance Committee, and the Village Board shall be notified that said actions were taken at their next meeting.

Rass described the budget amendments which will be required in order to show net Marina Fest expenses of \$10,000.00, and it was the consensus that all those amendments are acceptable.

A motion was made by Bhirdo, seconded by Clove that the Village Board accepts the recommendation of the Finance Committee and the various standing committees and approves and adopts the 2017 Annual

1 *Budget for the Village of Sister Bay which was reviewed at this meeting as amended. Motion carried –*
2 *All ayes.*

3 *A motion was made by Lienau, seconded by Duffy that the Village Board passes and adopts Resolution*
4 *No. 342, which adopts the 2017 Budget and Capital Improvement Program for the Village of Sister Bay*
5 *as presented. Motion carried – All ayes.*

6 *At 8:29 P.M. a brief recess was taken and the Board members reconvened at 8:39 P.M.*
7

8 **Item No. 6. Review of plans and the Development Agreement for a commercial renovation**
9 **of the building at 10716 N. Bay Shore Drive which is commonly referred to as “The**
10 **Boathouse”; Consider a motion to recommend approval:**

11 The Plan Commission has recommended that the plans and Development Agreement for a
12 commercial renovation of the building at 10716 N. Bay Shore Drive which is commonly
13 referred to as “The Boathouse” be approved, and a draft of all those documents was included
14 in the meeting packets. The Trustees jointly reviewed all the previously mentioned
15 documents, and it was the consensus that (6) of Section 2 of the Development Agreement
16 should be revised to read,
17

18 *6. Parking will be evaluated in approximately 1 year by the Plan Commission. The*
19 *Village is in the process of developing a Village-wide Parking Plan, and the Developer*
20 *will be compelled to comply with the terms and conditions of that plan once it is fully*
21 *approved, adopted and implemented by the Village.*
22

23 *A motion was made by Duffy, seconded by Clove that the Village Board accepts the recommendation of*
24 *the Plan Commission and approves the plans and Development Agreement for a commercial renovation*
25 *of the building at 10716 N. Bay Shore Drive which is commonly referred to as “The Boathouse” as*
26 *presented but amended at this meeting. Motion carried – All ayes.*
27

28 **Continuation of Item No. 11. Consider a motion to convene into executive session pursuant**
29 **to Wis. Stats., §19.85(1)(g) to confer with legal counsel for the governmental body who is**
30 **rendering oral or written advice concerning strategy to be adopted by the body with**
31 **respect to litigation in which it is or is likely to become involved, and Wis. Stats.,**
32 **§19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of**
33 **public funds, or conduct other specified public business, whenever competitive or**
34 **bargaining reasons require a closed session:**

35 *At 8:50 P.M. a motion was made by Lienau, seconded by Bell that the Village Board convene into*
36 *executive session pursuant to Wis. Stats., §19.85(1)(g) to confer with legal counsel for the*
37 *governmental body who is rendering oral or written advice concerning strategy to be adopted by the*
38 *body with respect to litigation in which it is or is likely to become involved, and Wis. Stats., §19.85(1)(e)*
39 *to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct*
40 *other specified public business, whenever competitive or bargaining reasons require a closed session. A*
41 *roll call vote was taken on that motion and the Board members voted in the following fashion:*

42 *Baker – Aye; Bell – Aye; Bhirido – Aye; Clove – Aye; Duffy – Aye;*
43 *Enquist – Aye; Lienau – Aye*

44 *Motion carried.*
45

Continuation of Item No. 12. Consider a motion to reconvene into open session:

At 10:07 P.M. a motion was made by Lienau, seconded by Baker that the Village Board reconvene into open session. Another roll call vote was taken, and the Board members again voted in the following fashion:

*Baker – Aye; Bell – Aye; Bhirdo – Aye; Clove – Aye; Duffy – Aye;
Enquist – Aye; Lienau – Aye*

Motion carried.

Continuation of Item No. 13. Consider a motion to take action if required:

A motion was made by Duffy, seconded by Bell that the Village Board amends Resolution No. 337-080916 in such fashion that it reflects concordance with the information contained in the Development Agreement which was reviewed at this meeting, and re-authorizes the sale of Lots 7 and 8 of the Sister Bay Marketplace PUD to JACO Management, LLC. Motion carried – All ayes.

A motion was made by Baker, seconded by Bell that the Village Board approves the WB40 Amendment to Offer To Purchase dated August 3, 2016 which was accepted on October 25, 2016 for the purchase and sale of Lots 7 and 8 in the Sister Bay Marketplace PUD, but amends that document in such fashion that a fourth bullet point is added which states, "Strike the contingency which states that the Village will raise the canopy of the trees on the northwest corner of Mill Road and Bay Shore Drive to increase the site lines to the water from the Sister Bay Marketplace Development. Motion carried – All ayes.

A motion was made by Duffy, seconded by Clove that the Village Board hereby resolves to pass and adopt Resolution No. XXX-110316 which reauthorizes the sale of Lots 7 and 8 of the Sister Bay Marketplace PUD to JACO Management, LLC. (The language for Resolution No. XXX-110316 will be substantially similar to that contained in Resolution No. 337-080916 which was updated in accord with Board action taken at this meeting. Motion carried – All ayes.

Item No. 5. Review of plans and the Development Agreement for a commercial development to be constructed by JACO Management on Lots 7 and 8 of the Sister Bay Marketplace PUD; consider a motion to recommend approval:

The Plan Commission has recommended that the plans and the Development Agreement for a commercial development to be constructed by JACO Management on Lots 7 and 8 of the Sister Bay Marketplace PUD be approved, and drafts of all those documents were included in the meeting packets. During the review process some edits were suggested and Jackson took note of all of them.

It was the consensus that a fifth bullet point shall be added to the WB40 Amnendment to Offer To Purchase which states that the developer will be credited for the costs of rough-site grading.

It was also the consensus that the following sub-section should be added to Section 2 of the Development Agreement:

- 5. Parking will be evaluated in approximately 1 year by the Plan Commission. The Village is in the process of developing a Village-wide Parking Plan, and the Developer will be compelled to comply with the terms and conditions of that plan once it is fully approved, adopted and implemented by the Village.*

1 A motion was made by Duffy, seconded by Enquist that the Village Board accepts the recommendation
2 of the Plan Commission and approves the plans and Development Agreement for a commercial
3 development to be constructed by JACO Management, LLC on Lots 7 and 8 of the Sister Bay
4 Marketplace PUD as presented but amended at this meeting. Motion carried – All ayes.

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6 **Item No. 10. Report by the staff on Village activities and projects:**

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8 **Mike Schell, the Utilities Director, gave the following oral report:**

- 9
 - Only four of the wells requiring permits have not been addressed yet.
 - Two quotes were received for replacement of the swamp pump and controls;
 - Employees from Robert E. Lee & Associates are working on the Generator Project.
 - A Focus on Energy Grant Application has been submitted for variable frequency drives at the #1 Well.
 - Sewer and water has been installed across Highway 57 for the Garot Expansion Project.
 - The discharge permit to the bay was amended slightly but it shouldn't create any issues.
 - E-Coli testing will now have to be done on a weekly basis.
 - Smoke testing was performed, and several issues were identified inside private properties.

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21 **Jackson gave the following oral report:**

- 22
 - Staff members from Schenck were on site last week to begin work on the 2016 audit.
 - The Parks Department employees are working diligently to close the Marina for the season.
 - Work is ongoing on the following development projects:

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27 Harbor View- Engineering work is complete. It is his understanding that a first round of
28 bidding has taken place; but he has not received word as to the status of that issue.

29 Stony Ridge- Construction is actively under way. The Plan Commission has granted
30 architectural approval of the multifamily units. The utility connection under STH 57 is now
31 complete.

32 Silverbirch Gifts – Architects are working to complete plans and hope to submit “preliminary
33 as final” plans soon. This project is proposed to be a retail space on the Braun Site.

34 JJ Johnson's Project: Architects have completed the architectural renderings, and are working
35 on site plans and associated documents. This development is intended to consist of three
36 mixed use commercial spaces with three rental residential units above.

37 Stabur - Al Johnson's continues to move forward with kitchen expansion, storage
38 enhancement and outdoor bar improvements. Groundbreaking on the storage site is
39 anticipated yet this fall.

40 DC Ice Cream Factory – Preliminary plans have been approved by the Plan Commission for a
41 restaurant on the Frisoni property downtown.

42 Mill Rd. West – Al Gokey expects to break ground as soon as State approvals are in hand;
43 hopefully this will occur before it freezes.

1 Braun Site - At the moment this project is consuming the vast majority of his time. Given the
2 topography there are a number of complexities that arise from developing the site in the
3 dense fashion that Village officials have chosen. Re-engineering has been substantially
4 completed.

5 **A written report was received from Steve Mann, the Village's Facilities Manager, and the**
6 **Board members jointly reviewed that document.**

7 During the review process Jackson noted that to date twenty-three new bench pads have been
8 installed. He also noted that to prevent ice damage approximately 190 4" X 8" wood bumpers
9 on "A" Dock were cut off. All seasonal Village owned buildings have been winterized and
10 Port-A-Pier has removed the slips from the Marina.

11
12 **Item No. 9. Review of the financial statements and consideration of a motion to approve**
13 **the monthly bills:**

14 Revenues Compared to Budget reports for the ten month period ending October 31, 2016 as
15 well as financial reports for the period October 1, 2016 through October 26, 2016 were
16 included in the meeting packets and the Board members jointly reviewed all of those
17 documents.

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19 *A motion was made by Duffy, seconded by Baker that the monthly bills depicted on the reports which*
20 *were included in the meeting packets totaling \$647,690.91 are all approved. Motion carried – All ayes.*
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22 **Continuation of Item No. 11. Consider a motion to convene into executive session pursuant**
23 **to Wis. Stats., §19.85(1)(g) to confer with legal counsel for the governmental body who is**
24 **rendering oral or written advice concerning strategy to be adopted by the body with**
25 **respect to litigation in which it is or is likely to become involved, and Wis. Stats.,**
26 **§19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of**
27 **public funds, or conduct other specified public business, whenever competitive or**
28 **bargaining reasons require a closed session:**

29 *At 10:25 P.M. a motion was made by Lienau, seconded by Baker that the Village Board convene into*
30 *executive session pursuant to Wis. Stats., §19.85(1)(g) to confer with legal counsel for the*
31 *governmental body who is rendering oral or written advice concerning strategy to be adopted by the*
32 *body with respect to litigation in which it is or is likely to become involved, and Wis. Stats., §19.85(1)(e)*
33 *to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct*
34 *other specified public business, whenever competitive or bargaining reasons require a closed session. A*
35 *roll call vote was taken on that motion and the Board members voted in the following fashion:*

36 *Baker – Aye; Bell – Aye; Bhirdo – Aye; Clove – Aye; Duffy – Aye;*
37 *Enquist – Aye; Lienau – Aye*

38 *Motion carried.*

39 **Continuation of Item No. 12. Consider a motion to reconvene into open session:**

40 *At 11:35 P.M. a motion was made by Lienau, seconded by Baker that the Village Board reconvene into*
41 *open session. Another roll call vote was taken and the Board members voted in the following fashion:*

42 *Baker – Aye; Bell – Aye; Bhirdo – Aye; Clove – Aye; Duffy – Aye;*
43 *Enquist – Aye; Lienau – Aye*

44 *Motion carried.*

Continuation of Item No. 13. Consider a motion to take action if required:

No formal action was taken.

Committee Reports:

A motion was made by Bhirdo, seconded by Baker that no Committee Reports shall be given until the next meeting of the Village Board. Motion carried – All ayes.

Item No. 14. Discussion regarding matters to be placed on a future agenda or referred to a Committee, official or employee:

It was the consensus that:

- *Sister Bay Scenic Boat Tours' change in intensity of use shall be referred to the Plan Commission.*
- *Committee Reports will be given at the next meeting of the Village Board.*

A motion was made by Bhirdo, seconded by Baker that the quarterly support for the SBAA shall be released ASAP. Motion carried – All ayes.

Adjournment:

A motion was made by Bhirdo, seconded by Baker to adjourn the meeting of the Village Board at 11:38 P.M. Motion carried – All ayes.

Respectfully submitted,



Janal Suppanz,
Assistant Administrator